

**ARCHITECT SECTION
JOINT EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS
MEETING MINUTES
April 18, 2012**

Present: Larry Schnuck and Andrew (Jim) Gersich

Present by Teleconference: Julia DeCicco and Michael Eberle

Not Present: Gary Kohlenberg

Staff: Berni Mattsson, Executive Director; Yolanda McGowan, Legal Counsel;
Michelle Solem, Bureau Assistant; and other Department staff

Guests: Bill Babcock, American Institute of Architects (AIA)-Wisconsin

Larry Schnuck, Board Chair, called the meeting to order at 9:07 a.m. A quorum of 4 members was confirmed.

ADOPTION OF AGENDA

MOTION: Julia DeCicco moved, seconded by Jim Gersich, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Julia DeCicco moved, seconded by Jim Gersich, to approve the minutes of October 12, 2011, as published. Motion carried unanimously.

EXECUTIVE DIRECTOR MATTERS

Berni Mattsson introduced herself as the interim executive director for the Board and this Section. She introduced Jim Gersich and Michael Eberle as new members of the Section. Each member introduced themselves.

The Section conducted elections for the office of Secretary.

NOMINATION: Larry Schnuck nominated Jim Gersich as Secretary
Berni Mattsson called for additional nominations three times before calling the vote. Jim Gersich was elected as Secretary for the 2012 calendar year.

Larry Schnuck made the following board appointments:

A-E Rules Committee – Larry Schnuck
Screening Panel – Michael Eberle and Julia DeCicco
Credentialing and CE Liaison – Larry Schnuck
Monitoring Liaison – Jim Gersich

Berni Mattsson then conducted the annual policy review and asked the member to submit the signature page of the Board Member Guidebook to the Department.

BOARD DISCUSSION

1. PRACTICE QUESTION MATTERS

a. Discussion Regarding Sign and Seal of Review Submission to Municipalities

Larry Schnuck asked that a letter be sent to the Village of Germantown informing them that A-E 8 indicates that the architect may be performing at substandard level and could refer the architect to the Board for possible action.

2. **LEGISLATION/ADMINISTRATIVE RULE MATTERS**

a. **Discussion and Action Related to 2011 SB 453 (2011 WI Act 146)**

Yolanda McGowan provided a brief overview of the changes created by 2011 WI Act 146 that directly relate to the Architect Section and the Joint Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors.

PUBLIC COMMENTS

Bill Babcock indicated that the CE rule will be in effect at the date of renewal. AIA-Wisconsin was hoping to host some CE sessions at the annual convention. He was seeking information relative to the CE documentation requirements and had also asked for a member of the Board to be appointed to serve as an Intern Development Program (IDP) Liaison.

CLOSED SESSION

MOTION: Julia DeCicco moved, seconded by Jim Gersich, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Roll Call Vote: Julia DeCicco - yes; Michael Eberle - yes; Jim Gersich - yes; Larry Schnuck - yes. Motion carried unanimously. Open session recessed at 10:12 a.m.

RECONVENE TO OPEN SESSION

MOTION: Jim Gersich moved, seconded by Julia DeCicco, to reconvene in open session at 11:53 a.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

APPLICATION MATTERS

MOTION: Jim Gersich moved, seconded by Mike Eberle, to act upon the applications reviewed for today's meeting as noted in the application file. Motion carried. Jim Gersich recused himself from deliberations and vote related to D.E.

The Section authorized credentialing liaison to act on the intent to deny upon receipt of requested information.

EDUCATION MATTERS

MOTION: Julia DeCicco moved, seconded by Mike Eberle, to deny the continuing education waiver request received from M.R. and to table the request from T.V. pending the receipt of additional information. Motion carried unanimously.

Larry Schnuck thanked Walter Wilson and Gary Gust for their contributions to the Section and the Examining Board.

ADJOURNMENT

MOTION: Jim Gersich moved, seconded by Julia DeCicco, to adjourn the meeting at 11:55 a.m. Motion carried unanimously.